

# CORE THOUGHT

## Theory of Change Checklist

Use the following checklist to help you determine if the theory of change for your program/project has all needed components and is in alignment.

Element	Criteria	Status	Ideas for improvement
Community Need	1. Makes clear statement of the problem or issue the program will focus on	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	2. Provides data/statistics to clearly document the problem	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	From a <b>reputable source</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<b>Current</b> (provides explanation if not within past few years)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	<b>Local</b> (Relevant to the proposed service locations)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Intervention	3. Provides a clear description of the activities to be provided (who does what with whom)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	4. Clearly describes the service "dosage"	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Frequency	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Intensity	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	Duration	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	5. Intervention directly addresses the identified need	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Evidence	6. Demonstrates high likelihood intervention can achieve intended outcome using relevant research or evaluation results from own or similar programs or own performance measurement results.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Outcome	7. Change likely to occur based on proposed intervention	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	8. Relates to community need	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	9. Is achievable within one year	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Overall	10. All elements (need – intervention – outcome) are in alignment.	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	11. Clearly shows cause and effect relationship	<input type="checkbox"/> Yes <input type="checkbox"/> No	